



CITY OF SOMERVILLE, MASSACHUSETTS
LOCAL EMERGENCY PLANNING COMMITTEE
MAYOR JAKE WILSON

WILLIAM FISHER
Chair

LAUREN MAHONEY
Vice Chair

RENÉE MELLO
Secretary

Date: April 14, 2026
To: Somerville Local Emergency Planning Committee (SLEPC)
From: Renée Mello - Secretary
RE: Meeting Minutes

Bi-Annual Somerville Local Emergency Planning Committee (SLEPC) was held at the Somerville Emergency Operations Center – 220 Washington Street, Somerville, MA and via Microsoft Teams on, April 14, 2026 from 2:00p to 2:25p.

ATTENDEES

In Person	Virtual
William Fisher – Emergency Management	Danielle Barry - SPS
Lauren Mahoney – Emergency Management	Karin Carrol – Health & Human Svcs
Renée Mello – Human Resources	Leah Comins – Communications
Danielle O’Hearn - Fire	Steve Craig – Constituent Svcs
Daniel Riendeau – Cataldo Ambulance Svc	Thomas Galligani - OSPCD
Justin Shrair – MEMA	Kevin Klein - ISD
Maya Yoshikawa – DPW Admin	Catherine Nakato - RSJ
	Gabriela Portillo – Constituent Svcs

COMMUNICATIIONS

Call Meeting to Order

- The meeting was called to order by Chair Fisher at 2:03pm

Check for Quorum

- Quorum reached with the following: Emergency Medical Svcs; Emergency Management; EHS; Fire Svcs; SPS; Media Communications; Public Health



MEMA Updates

- The Emergency Management Performance Grant (EMPG) went out a couple of weeks ago. There are 2 applicant briefing sessions remaining and are scheduled on April 15th and 16th.
- Changes this year: the AEL authorized quick list is no longer valid and should not be used to determine eligibility, grants unit is asking that you reach out to them if you have any questions
- 25EMPG applications due no later than June 1st
- Training updates
 - ICS300 Class – 09/21/26 - South Shore
 - Post Incident After Action Reports Class – 09/29/26 – Virtual
 - ICS400 Class – October – Plymouth
 - PorchFest – 05/09/26 – Supporting EOC w/Emergency Management Team
 - Hazard Mitigation Assistance Briefing – 04/15/26 re: Building Resilient Infrastructure Communities (BRIC) Grant Program

Old Business

- Approval of October Meeting Minutes as written – **VOTE: Unanimous**

New Business

- Public Comment Period
 - Any public comments? **NONE**
- Tier II Reporting
 - Review of 2025 reports received
 - 2025 Filing Deadline – 03/01/26
 - 13 – Tier 2 Facility reports received to date
 - 2024 data in CAMEO reflected 33 facilities
 - Next Steps: Follow-up with point of contact(s) at approximately 20 missing facilities for status/updates
 - Extremely Hazardous Substances (EHS) – 2 EHS Chemicals Reported (sulfuric acid (mostly lead acid batteries; anhydrous ammonia which is at the Veterans Memorial rink)
- Planning
 - Hazardous Materials Emergency Plan Creation
 - Required under the “Community Right to Know Act”
 - Several templates exist that can be used
 - General Plan (there will be operational plans for Fire; Police; EMS)
 - 2-3 Volunteers needed to assist on Committee with planning and to attend meetings preferable from departments such as EHS, DPW, Fire, Public Health
 - **Volunteers: Maya, Dan, Danielle**
 - Inquiry made to Tom if the Small Business Team in Economic Development should be involved in reaching out to Businesses for Compliance – Believes it’s a role they can play – Will F/U
 - Final stages of the development of a School Continuity of Operations Plan (COOP)

- Working w/SPS regularly
- General Plan - **DONE**
- Finalizing specifics of each school (assessing critical resources)
- Next steps:
 - Table Top Exercise – Exercise/Test Plan
 - Update plan based on After Action Assessment
 - Present to RSJ, Law, Executive, SPS for review
 - Once reviewed it will become the plan or record and be presented to School Committee & City Council for approval
- Building Safety and Evacuation Annex
 - Final Draft plan and implementation procedure completed
 - Sent to Public Safety for compliance/response protocol
 - Sent to HR w/plan for rolling out - includes training process, drills and department head guide for implementation
 - Working to schedule mapping of TAB building - Tentative for May 2026
- Utilizing our new D4H Emergency Management Platform to create a Tier II Hazmat Map
 - Used for any incidents – basically situational awareness resources
 - Users have found that it's worked well to get everybody together on a virtual platform
 - Can create GIS mapping w/overlays
 - Currently in the process of putting together a map overlay for all the reported Tier 2 facilities
 - This will allow incident command to look and see information with a click of the mouse showing where an incident is on the map and then the overlay will show where all the Tier 2 facilities that are close to it
 - Findings will be reported accordingly to first responders so that they can take actionable steps to mitigate or decisions can be made like public alerting etc.
 - This is part of establishing a comprehensive holistic approach to Emergency Management

Training and Exercise

- Review of recent Massachusetts Maritime Academy (MMA) Table Top Exercise (TTX)
- Large event TTX was held a couple of weeks ago – Hypothetical but realistic Event in Somerville
- Approximately 31 people participated
- About a year of planning w/MMA (Cadet Students; Professors etc.) – Helped plan, develop & facilitate exercise
 - MMA provided w/hot wash notes and feedback
 - MMA putting together After-Action Report for EM
 - Next steps: undergo a full-scale exercise and play out the scenario
 - Part of the exercise included an element of Hazardous Material Response to fulfill LEPC requirement/obligation

Mystic REPC

- Conducts Bi-Annual Meetings of the Whole

- Next Meeting: 05/19/26 @ Mass Police Training Council, Lynnfield
 - All are invited and encouraged to attend
 - Planned TTX
 - Lots of learning & networking opportunities
 - 7 of the 13 disciplines from Somerville would need to attend to constitute a legal meeting for Somerville LEPC

Any other New Business?

- **None**

Adjourn Meeting

- Motion to adjourn made by Chair Fisher
- **VOTE: Unanimous**
 - Meeting adjourned @ 2:25p

Next Meeting: Tuesday, October 13th, 2:00 p.m.